

Topsfield Planning Board

November 20, 2007

Clerk Jan Ablon called the meeting to order at 7:30 PM. Board members present were Janice Ablon, Gregor Smith, and Robert Winship. Roberta Knight, Community Development Coordinator was also present.

Visitors: Master Planning Committee members: Holger Luther, Heidi Fox, Andy Sims, Joe Geller, and Katherine Carlson; Selectman Dick Gandt, Steven Kostos and John Morin.

1 Mansion Drive Public Hearing: At 7:30PM Clerk Jan Ablon read the legal notice and called the hearing to order to consider the application of Steven & Anne Kostos for premises located at 1 Mansion Drive requesting a special permit pursuant to Article VII, Section 7.03 of the Zoning By-law for the construction of a temporary accessory apartment. The Board reviewed the plans for the accessory apartment that would be located in the basement. Since granting of the permit was a contingency as part of a purchase and sales agreement, the special permit would not become effective until the applicant took over ownership of the property.

Member Bob Winship made the motion to approve the special permit subject to conditions in the following sections of the Topsfield Zoning By-law being met: Sections 2.2.1, 3.19, and 3.28; seconded by Gregor Smith; so voted 3-0.

Joint Meeting of Planning Board and Master Planning Committee

At 8:05PM, Planning Board Clerk Jan Ablon called the joint meeting to order. The members of both committees commenced the review of the Version 3 of the proposed zoning amendments for Section 3.11 "Uses in the Business Highway North District" and Section 3.12" Uses in the Business Highway District in the Zoning By-law.

The members discussed screening, pedestrian walkways, height of buildings, types of facades, footprint of buildings, and buildable area. They reviewed the Table of Dimensional And Density Regulations relative to buildable area as opposed to building area. The Table refers to Maximum Building Area percentage and the question that the members had is the percentage for the maximum building footprint a function of buildable area on a lot or a function of the lot size. The members requested that Ms. Knight contact Inspector of Buildings Glenn Clohecy for his opinion on this percentage calculation.

See Attachment Version 4, for specific changes discussed.

BSC Contract Proposal for 37 Gail Street: Member Gregor Smith made the motion to approve the BSC contract proposal in the amount of \$1,500 for engineering consultant services for 37 Gail Street; seconded by Bob Winship; so voted 3-0.

The meeting was adjourned at 10:28 PM.

Respectfully submitted,

Roberta M. Knight
Community Development Coordinator